

**WOLVERHAMPTON CLINICAL COMMISSIONING GROUP
PRIMARY CARE JOINT COMMISSIONING COMMITTEE**

Minutes of the Primary Care Joint Commissioning Committee Meeting
Held on Tuesday 3 May 2016
Commencing at 2.00 pm in the Stephenson Room, Technology Centre,
Wolverhampton Science Park

MEMBERS ~

Wolverhampton CCG ~

		Present
Pat Roberts	Chair	Yes
Dr David Bush	Governing Body Member / GP	Yes
Dr Manjit Kainth	Locality Chair / GP	Yes
Steven Marshall	Director of Strategy & Transformation	No
Manjeet Garcha	Executive Lead Nurse	Yes

NHS England ~

Alastair McIntyre	Locality Director	No
Gill Shelley	Senior Contract Manager (Primary Care)	Yes
Anna Nicholls	Contract Manager (Primary Care)	Yes
Karen Payton	Senior Finance Manager (Primary Care)	Yes

Independent Patient Representatives ~

Jenny Spencer	Independent Patient Representative	Yes
Sarah Gaytten	Independent Patient Representative	Yes

Non-Voting Observers ~

Cllr Sandra Samuels	Chair – Health and Wellbeing Board (WCC)	No
Donald McIntosh	Chief Officer – Wolverhampton Healthwatch	Yes
Dr Gurmit Mahay	Vice Chair – Wolverhampton LMC	Yes
Jeff Blankley	Chair - Wolverhampton LPC	Yes

In attendance ~

Mike Hastings	Associate Director of Operations (WCCG)	Yes
Peter McKenzie	Corporate Operations Manager (WCCG)	Yes
Jane Worton	Primary Care Liaison Manager (WCCG)	Yes
Dr Helen Hibbs	Chief Officer (WCCG)	Yes
Claire Skidmore	Chief Finance and Operating Officer (WCCG)	Yes

Welcome and Introductions

PCC93 Ms Roberts welcomed attendees to the meeting and introductions took place.

Apologies for absence

PCC94 Apologies were submitted on behalf of Steven Marshall, Alastair McIntyre and Cllr Sandra Samuels.

Declarations of Interest

PCC95 Dr Bush, Dr Hibbs and Dr Kainth declared that, as GPs they had a standing interest in all items related to primary care.

Ms Gayten and Ms Spencer declared that, in their role as employees of the University of Wolverhampton, they worked closely with practices to arrange placements for student nurses and therefore had a standing interest in items related to primary care.

Mr McIntosh declared an interest in the item regarding the Primary Care Delivery Board as it mentioned the Sickle Cell and thalassaemia project that he is a trustee of.

As these declarations did not constitute a conflict of interest, all participants remained in the meeting whilst these items were discussed.

Minutes of the Meeting Held on 5 April 2016

PCC96 RESOLVED:

That the minutes of the previous meeting held on 5 April 2016 be approved as an accurate record.

Matters arising from the minutes

PCC97 RESOLVED:

That there were no matters arising to be discussed.

Committee Action Points

PCC98

Minute Number PCC19 Upcoming Issues for Provisional Work Programme

It was noted that Ms Shelley would raise the reporting template query with NHS England and report back to the Committee.

Minute Number PCC38 West Midlands MOU for the Primary Care Hub

Mr Hastings informed the Committee that the MOU has now been signed off by Wolverhampton CCG Governing Body and is currently being reviewed internally prior to being submitted to NHS England by 6 May 2016.

Minute Number PCC77 NHS England Update

It was noted that the NHS England Update was included on this meeting's agenda.

Minute Number PCC78 NHS England Finance Update

It was noted that the NHS England Finance Update was included on this meeting's agenda.

RESOLVED: That the above is noted.

General Medical Services (GMS) Contract Changes

PCC99

Ms Shelley presented a report which provided notification of the following GMS contract changes at Wolverhampton practices.

Date Received	Practice Code	Practice Name	Contract	Task	Detail	Status	Completion Date
22/03/2016	M92612	Grove Medical Centre	GMS	Addition	Addition of Dr Mohindroo	Completed	29/03/2016
22/03/2016	M92009	Prestbury Medical Practice	GMS	Removal	Remove Dr Morgan	Awaiting Application	
06/04/2016	M92612	Grove Medical Centre	GMS	Removal	Removal of Dr Surinder Julka	Awaiting Practice Signature	

RESOLVED: That the above is noted.

NHS England Update – Primary Care Update

PCC100 In Mr McIntyre's absence, Ms Nicholls presented a report to update the Committee on the latest developments in primary medical care nationally and locally. The report included updates on the General Practice Forward View, GMS contract negotiations / changes and Primary Care Support England. It was noted that the process for close down on claims for Directed Enhanced Services and Quality and Outcomes Framework (QOF) is now well underway.

A query was raised regarding the Sustainability Transformation Plan (STP) and the deadlines involved. It was noted that the STP was a jointly developed Black Country document which was to be published by the end of July 2016.

Discussion took place around the impact of the standard NHS acute contract compliance on GPs and the clauses on the general conditions in the contract which are the interface between the provider and the commissioner. The CCG is working with our providers to understand the contract requirements and welcomed Wolverhampton LMC / GP input to this work.

Discussion took place regarding methods of communication to GP practices and whether the clear channel of communication should come via the CCG or NHS England.

RESOLVED: That the above is noted.

That GP communication methods should be discussed at the next Primary Care Operational Management Group meeting.

NHS England Finance Update – Wolverhampton CCG2016/17 GP Services Budget

PCC101 Ms Payton presented a report in Ms Hawkers absence which outlined the 2016/17 Joint Commissioning GP Services budget for Wolverhampton CCG. It was noted that the allocation to fund GP services relating to Wolverhampton CCG for 2016/17 is £34.1 million. Allocations were calculated on the 2015/16 month 12 forecast outturn.

The planning metrics for 2016/17 were confirmed as follows:

- Contingency delivered across all expenditure areas of 0.5%
- Non Recurrent Transformation fund of 1%

It was noted that the CCG are not required to deliver a surplus of 1% on their GP services allocations, this remains with NHS England West Midlands.

RESOLVED: That the CCG Strategy and Transformation Team will provide a report to the June 2016 Committee Meeting outlining the PMS Premium schemes.

Primary Care Programme Board Update

PCC102 Ms Garcha referred to the previously circulated report and provided an update on the delivery of the Primary Care Delivery Board and the work programme for 2016/17.

It was noted that the interpreting procurement has now been approved with a recommendation to undertake an OJEU procurement. It is anticipated that the new service provider will be in place by August 2016.

RESOLVED: That the above is noted.

Primary Care Commissioning Operations Management Group (PCOMG) Update

PCC103 Mr Hastings provided an update following the PCOMG meeting which took place on 18 April 2016. It was noted that a draft report has been issued by the Care Quality Commission (CQC) to a Wolverhampton GP practice. Once comments are received, there is potential for the practice to be taken into special measures.

The Committee were updated on developments within Wolverhampton estates and informed that options appraisals were being undertaken in Bilston Urban Village, Bradley, Heath Town and Showell Park amongst others.

Mr McIntosh joined the meeting.

LMC raised a query around protected learning time for GPs, particularly relating to support to enable GP attendance at Team W.

RESOLVED: That the above is noted.

That the CCG will explore protected learning time options for GPs and update the Committee.

Wolverhampton CCG Update

PCC104 Mr Hastings provided an update on the CCG and the Better Care Fund (BCF). The Committee were informed that the BCF programme is in the process of finalising its national submission outlining its vision and focus for 2016/17 and detailing the outline plan to develop Integrated Health and Social Care here in Wolverhampton by 2019/20.

The focus for 2016 is to build on the successes of our work during 2015/16 on Mental Health and across Adult Community Care through the development of Community Neighbourhood Teams and the mobilisation of a Rapid Response Service provided by Community Matrons in a patients home.

Across Mental Health last year the focus was around urgent care which had great success in reducing emergency admissions.

In addition to this, workstreams around developing end to end Dementia Pathways and a Frail Elderly pathway will commence, we are in the process of improving the sharing of data across health and social care to improve patient care and quality, and work is continuing to rationalise our Estate across health and social care to build opportunity to house our emerging Community Neighbourhood Teams across the 3 localities in Wolverhampton.

RESOLVED: That the above is noted.

Any Other Business

PCC105 There were no other items raised for discussion.

RESOLVED: That the above is noted.

Date, Time & Venue of Next Committee Meeting

PCC106 Tuesday 7 June 2016 at 2.00 pm, in the Stephenson Room, Technology Centre, Wolverhampton Science Park